



AGENDA ITEM EXECUTIVE SUMMARY

Title: Pride of the Fox Riverfest

Presenter: Chief Lamkin

Please check appropriate box:

X	Government Operations (5/3/10)		Government Services
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:		Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

In addition to the attached request for street and parking lot closures, the event sponsors are requesting Class E liquor licenses for not-for-profit organizations be issued. The licensed premises will be arranged similar to previous years. Those requests are:

- Alcohol to be served on Friday, June 11, 2010 starting at 5 p.m., last call at 10:45 p.m., ending by 11 p.m.
- Saturday, June 12, 2010 starting at noon, last call at 10:45 p.m. ending at 11 p.m.
- Sunday, June 13, 2010 starting at noon, ending at 9 p.m. (This is earlier than previous years)
- Amplified music to end no later than 10:30 p.m. each day of the event.

Attachments: (please list)

Street & Parking Lot Closing Requests with Police Department recommendations stated in red ink.

Recommendation / Suggested Action (briefly explain):

The Police Department recommends approval of the requests with the stated exceptions as outlined in the Executive Summary.

For office use only:

Agenda Item Number: 4

Street & Parking Lot Closing Requests

28th Annual Pride of the Fox RiverFest

June 11 – 13, 2010

EASTSIDE

MUNICIPAL BUILDING AREA:

- Checkerboard Lot: close from Wed. 4am, 6/9 – Tues 7am, 6/15

RIVERWALK AREA:

- Grassy areas and close parking lot (west side of old Fire Station) between the Municipal Building and trestle bridge and use of the “overlooks”: Fri 6pm, 6/11 – Mon 6am 6/14
- Parking Circle between Police Station and trestle: Fri 4am, 6/11 – Sat 10am, 6/12 **Police Department requests this area be barricade and reserved for “Police Use” as that is the access to the police compound. It is recommended the loading zone be established outside of the barricaded area**

SOUTHEAST SECTION:

- 1st Ave between Walnut and Illinois: Thur 4am, 6/10 – Mon 5pm, 6/14
- Parking Lot (Walnut & 2nd Avenues): Wed 5pm, 6/9 – Mon 5pm, 6/14
- *1st Ave between E. Main and Walnut: Thur 4am, 6/10 – Mon 8:30am 6/14
- * Walnut Ave between 1st & 2nd Ave: Thur 5:30pm, 6/10 – Mon 8:30am 6/14
 - * To meet Harris Bank’s need to have their parking lot accessible during business hours, we will situate fixed elements in the parking spaces so that Walnut Ave can be opened to traffic from 8am to 5:30pm weekdays and until 12:30pm on Saturday (while still maintaining no parking on both blocks) **Event sponsor to coordinate with Harris Bank.**

WESTSIDE

OLD ST CHARLES AREA:

- River Plaza (Heritage Sq.) Parking Lot: Tues 4am, 6/8 – Mon 8am, 6/14 **In 2009 GSC reviewed the request and approved closure of this lot to occur on Wednesday not Tuesday as requested this year. Event sponsor indicated it was an issue of notification to the local businesses that prompted not wanting the lots closed on Tuesday. That notification problem will be resolved this year to include Carol Tower.**
- 3rd Street between Cedar and State: Wed 4am, 6/9 – Mon 6am, 6/14

LINCOLN PARK AREA:

- 5th Street between W. Main and Cedar: Thur 4am, 6/10 – Mon 7am, 6/14 **Police Department recommends keeping the westernmost lane open for emergency access and use as a Tow Away Zone if necessary. This worked well in 2009.**
- No parking/festival unloading zones on west side of 4th St between W. Main and Cedar: Thur 4am, 6/10 – Mon 7am, 6/14 **Police recommends approval, subject to one lane kept open for local business access loading zone and emergency access.**

GREEN PARK on 1st STREET:

- Grassy areas and close parking pull in between Main Street and Illinois St.: Thur 4am, 6/10 – Mon 7am, 6/14 **This is new this year due to the availability of this open space.**

SIDEWALK SALES: We ask for approval for St. Charles merchants to bring their own merchandise and wares onto the sidewalks in front of their stores during festival activities. **This is similar to 2009, Police Department recommends Main Street from 4th Street to the Fox River not be used for this purpose due to safety of pedestrian traffic.**

OUTSIDE VENDORS: To maintain proper character of St. Charles, manage the festival and have appropriate income assessed to produce the festival and its free public events and attractions, we ask that requests for temporary sales locations by other merchants, street vendors, restaurants and not-for-profit groups be directed to us for approval and fee assessment.

SIGNS ON STREET PARKWAYS: We request permission to place RiverFest signage on the street parkways during festival weekend. **Recommended no more than one per block, and as direction to the event only, not for vendor advertising.**

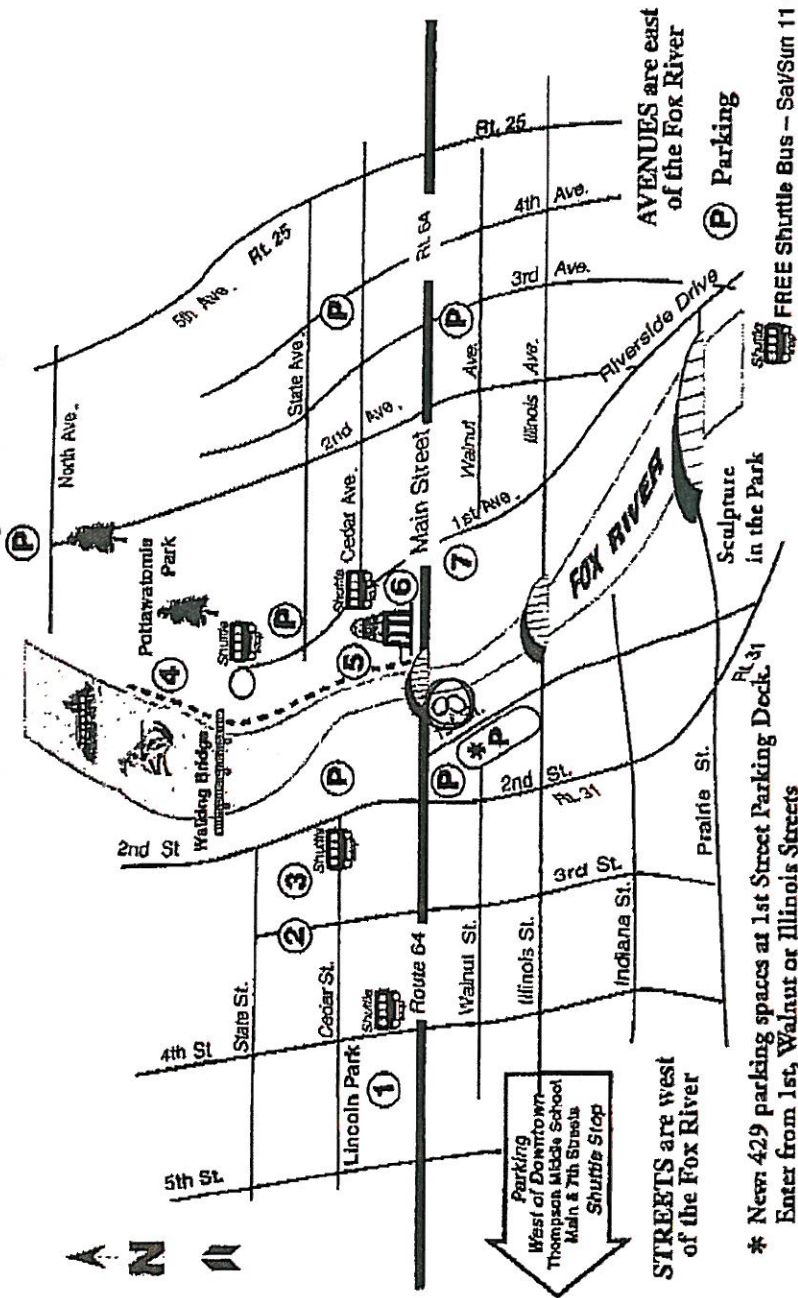
Emergency Action Plan: The Police and Fire Departments are requesting the vendor coordinate in the formulation of an emergency plan, to be in place at least two weeks prior to the event. It is to include daily assignments of those in charge, areas of responsibility, cell number or means of contact.

In addition during periods of set up and take down a twelve foot lane be maintained open on any streets for emergency access.

In addition the Police Department requests the ability to make minor changes as necessary to facilitate the overall festival operations.

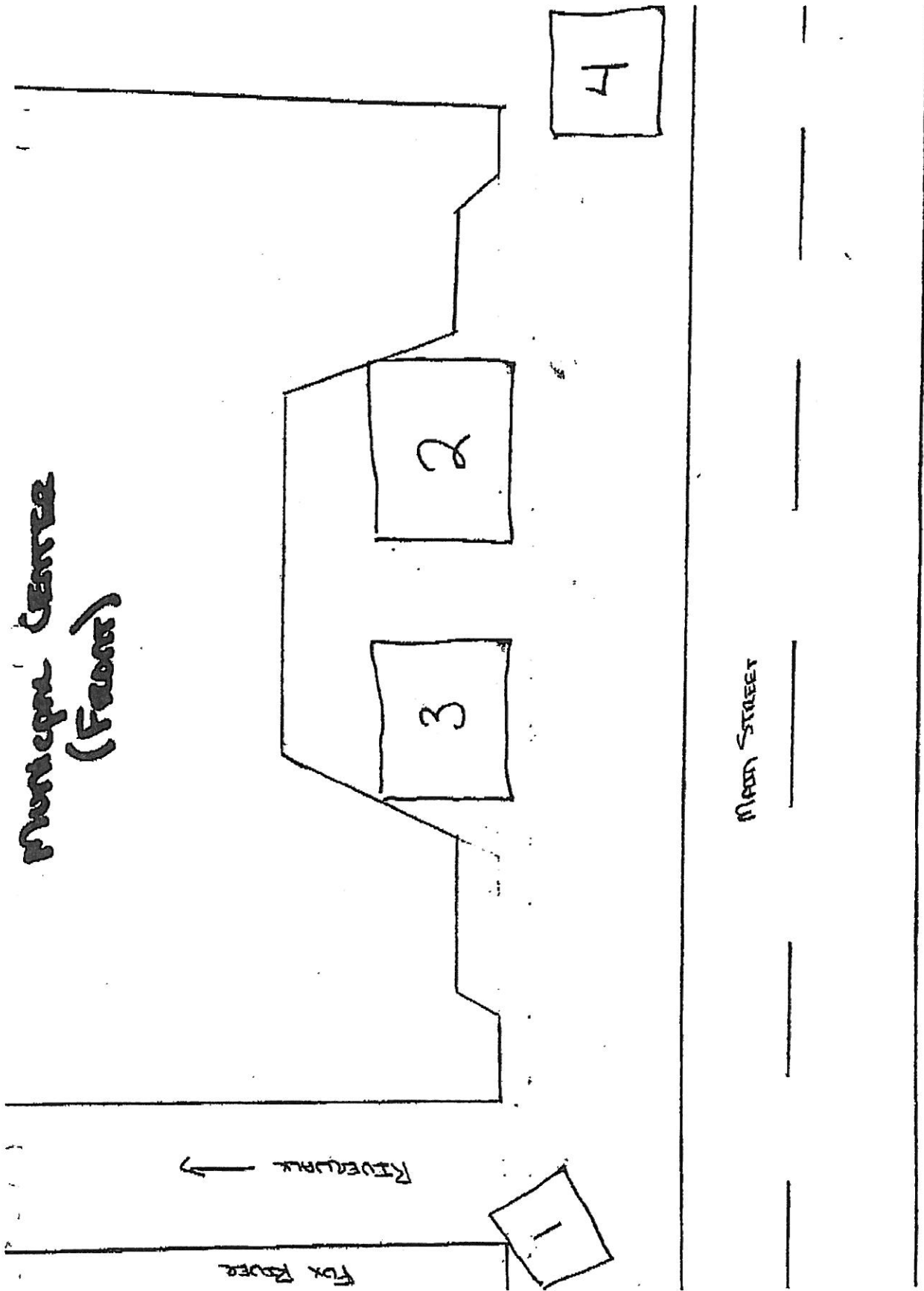
Pride of the Fox RiverFest

St. Charles, Illinois



* New: 429 parking spaces at 1st Street Parking Deck. Enter from 1st, Walnut or Illinois Streets

- ① Lincoln Park - Gazebo Stage, Fantasy Face Art, Children's Theater, Ultimate Exotic Animal Show, Do-It-Yourself Picasso, Toddler Driving
- ② Old St. Charles (Third Street) - Kiddie Carnival Rides
- ③ Old St. Charles (Parking Lot) - Carnival Thrill Rides, Games, Food
- ④ Pottawatomie Park - Craft Show, Water Ski Show, Dragon Boat Races, Business Showcase, "My Other Car" Show (Saturday), Corvette Show (Sunday), Paddlewheel Boat Rides, Food
- ⑤ River Walk - Music, Food
- ⑥ Municipal Center - Fantasy Sand Sculpture, Giant Sandbox, Turtle Races, It's a Girl Thing Mini Makeovers, Games, Food
- ⑦ Harris Riverside Stage - Bands, Beer, Bags, Games, Body Art, Food,
- ⑧ 1st St lot - canine capers, pet boutique



Chloe
Bard

← Main Street →

← Chess Tables →

Principals Games

Sand Sculpture

B

D

Kids Sandbox

E

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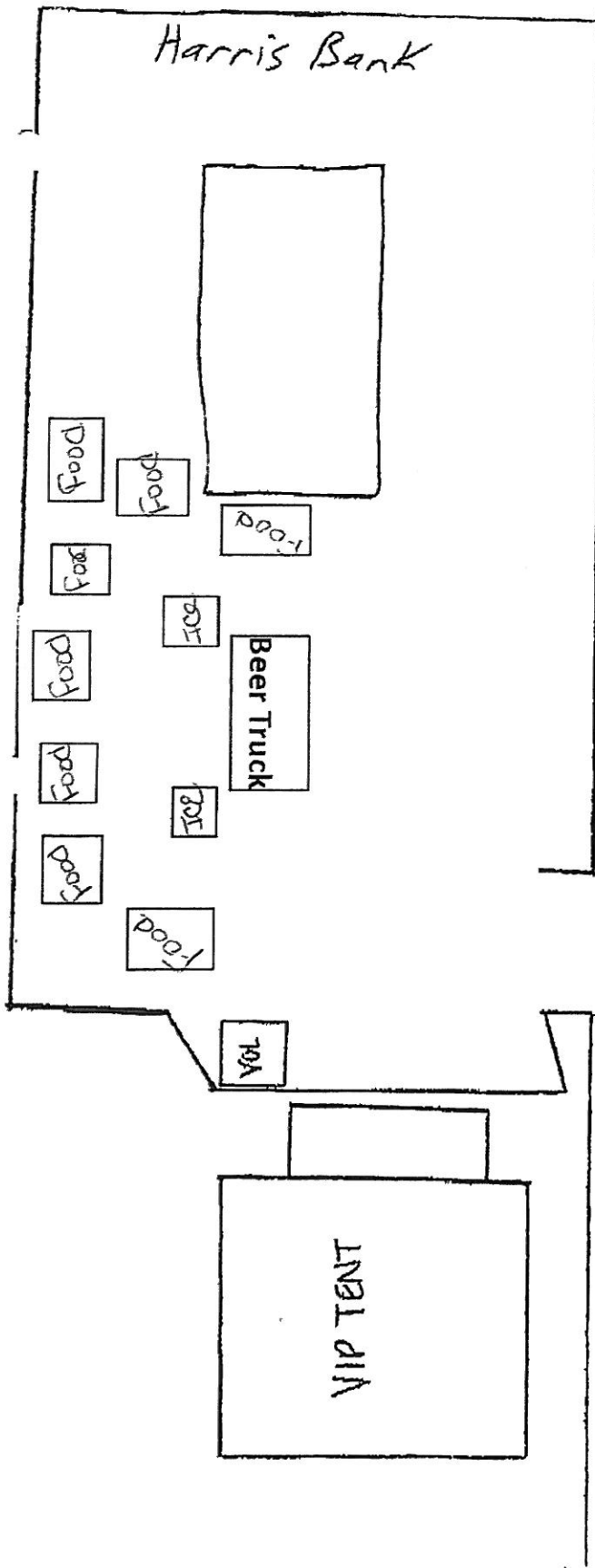
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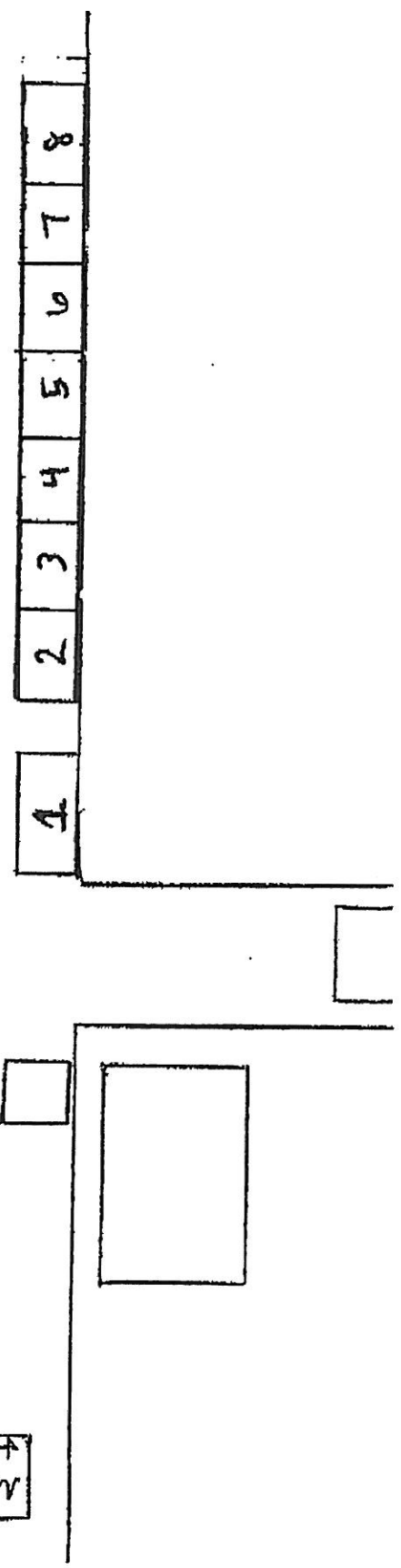
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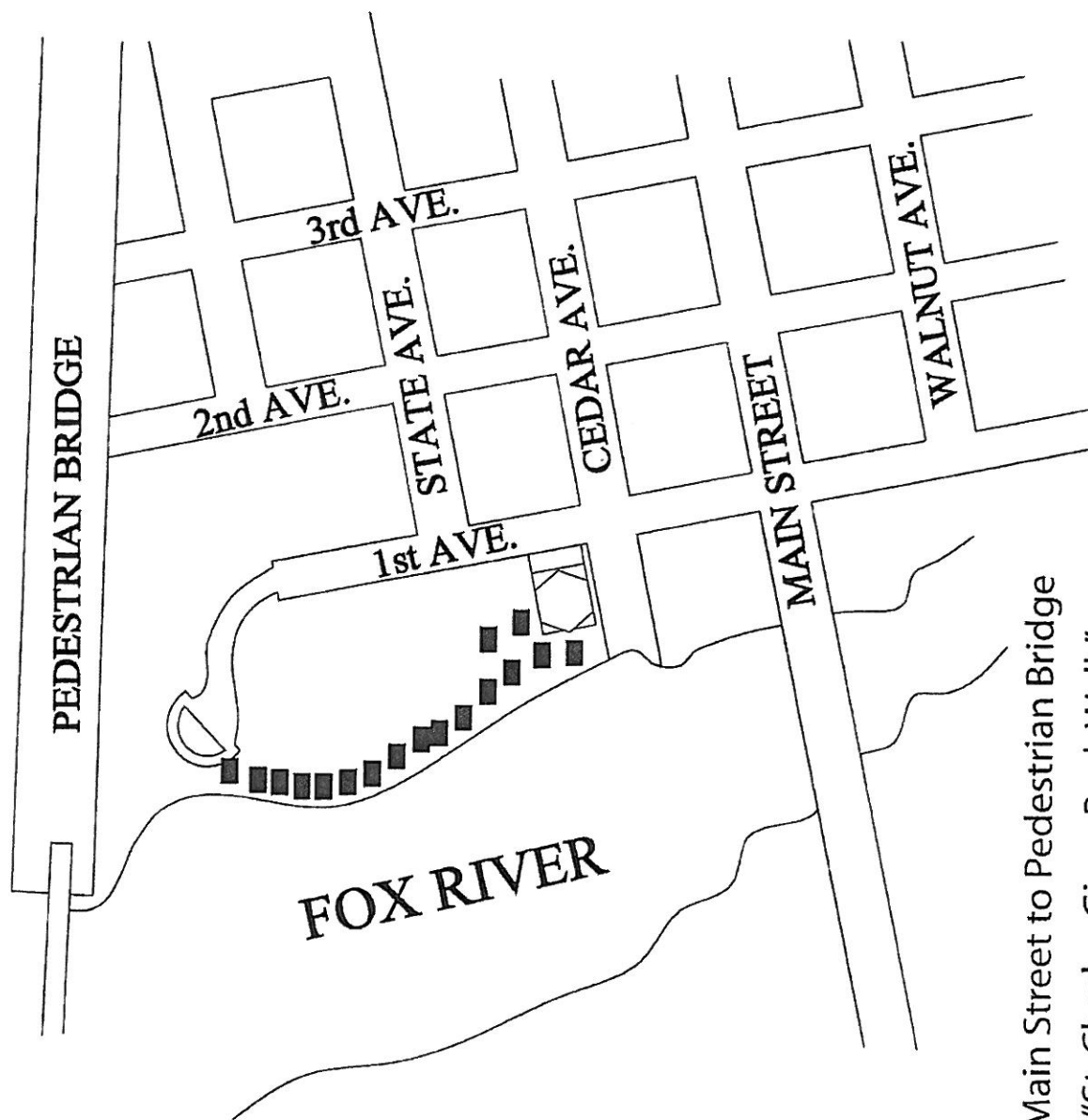
Main Street



MAINSTAGE
+ Sound

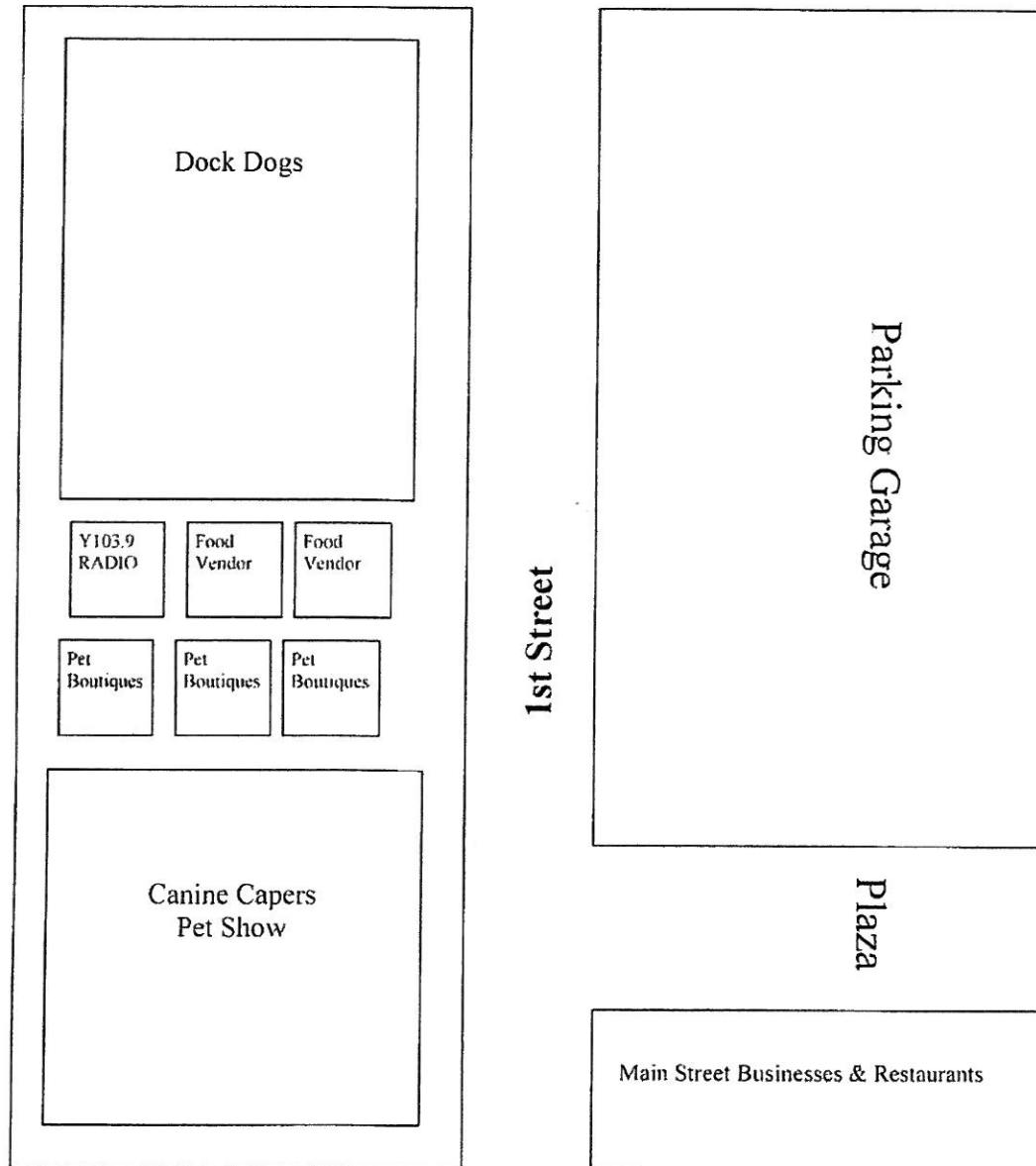


RIVERSIDE STAGE



River Walk from Main Street to Pedestrian Bridge
39 Booths in the "St. Charles Gives Back Walk"

Illinois Street



MAIN STREET
